

## ROUTING AND RECORD SHEET

SUBJECT: (Optional) Actions Taken by OL/IMSS Based on Briefing  
Regarding MBO's, 17 January 1986

FROM:

C/IMSS/OL

EXTENSION

NO.

DATE

29 JAN 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DD/L  
2C02 Page

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30 JAN 1986

Attached are copies of B&FB's two Office-level Objectives. My note to you was in regard to action items resulting from our briefing to you and Hank, not on all our objectives.

I've sent a note to C/PMS and C/PD asking them to add 'how' to paragraph a of my note to them dated 22 January (attached) as you indicated.

10 JAN 1986

NOTE FOR: Deputy Director of Logistics

STAT

FROM:   
Chief, Information and Management Support  
Staff, OL

SUBJECT: Actions Taken by OL/IMSS Based on Briefing  
Regarding MBO's, 17 January 1986

Attached is a package of material representing actions  
taken by OL/IMSS based on notes from the 17 January 1986  
briefing to you and Hank on the MBO's. We will continue to  
monitor progress on all Directorate- and Office-Level Objectives.

STAT

Attachments:

- A - C/PMS/OL, C/PD/OL
- B - EO/OL, C/SS/OL
- C - , OL/SD/OL
- D - C/HOME, C/PD, C/RECD, C/SD/OL
- E - C/P&TS/OL
- F - C/HOME/OL

STAT

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Next 1 Page(s) In Document Denied

## ADMINISTRATIVE - INTERNAL USE ONLY

22 January 1986

NOTE FOR: Chief, Procurement Management Staff  
 Chief, Procurement Division

FROM:   
 Chief, Information & Management Support Staff

SUBJECT: PMS & PD FY-86 Objectives

Bob and Larry:

In our 17 January quarterly review, Hank and John asked that we pass along certain guidance from them pertaining to your FY-86 objectives. I know you've talked with them since then and have agreed to work together on these projects. However, I pass along the following in case any of these were not discussed specifically in your meeting: *and how*

a. Directorate-level PMS-2 (inspecting decentralized contracting team transactions). You need to develop a game plan (i.e., who and when) on these inspections.

b. Directorate-level PMS-3 (goals for increasing competitive procurements). Should be "desirable" instead of "nice-to-have."

c. Directorate-level PMS-6 (procurement handbook for the layman). This is the only one of PMS' that is designated as an "image" objective. As you know, Hank had asked for 2 from each division and staff: 1 procedural and 1 communications. Let us know if one of your others is image-related.

d. Directorate-level PD-2 (contract-settlement backlog). Larry, be prepared to discuss at your next bi-weekly.

e. Office-level PMS-1 (cancelling outdated PNs). Remember your Feb milestone to write the PN cancelling the outdated PNs and listing those still in effect.

f. Office-level PD-5 (PD visitation program). Should be "essential" instead of "desirable." This one will be monitored very closely.

g. All PMS & PD objectives. Bob, you and Tom should discuss these at your next bi-weekly.

ADMINISTRATIVE - INTERNAL USE ONLY

<b>TRANSMITTAL SLIP</b>		<b>DATE</b> 1/30/86
<b>TO:</b> C/PD/OL		
<b>ROOM NO.</b>	<b>BUILDING</b>	
[Redacted]		
<p>Larry,</p> <p>Please note [Redacted] addition to paragraph a of the attached note to you and Bob.</p> <p>You need to develop a game plan (i.e., who and when and "how") on these inspections.</p> <p>Tony</p>		
<b>FROM:</b> C/IMSS/OL		
<b>ROOM NO.</b>	<b>BUILDING</b>	<b>EXTENSION</b>
[Redacted]		
<small>FORM NO. 1 FEB 66 241 WHICH MAY BE USED. (47)</small>		

<b>TRANSMITTAL SLIP</b>		<b>DATE</b> 1/30/86
<b>TO:</b> C/PMS/OL		
<b>ROOM NO.</b>	<b>BUILDING</b>	
[Redacted]		
<p>Bob,</p> <p>Please note [Redacted] addition to paragraph a of the attached note to you and Larry.</p> <p>You need to develop a game plan (i.e., who and when and "how") on these inspections.</p> <p>Tony</p>		
<b>FROM:</b> C/IMSS/OL		
<b>ROOM NO.</b>	<b>BUILDING</b>	<b>EXTENSION</b>
[Redacted]		
<small>FORM NO. 1 FEB 66 241 REPLACES FORM 36-3 WHICH MAY BE USED. (47)</small>		

## ADMINISTRATIVE - INTERNAL USE ONLY

22 January 1986

NOTE FOR: Chief, Procurement Management Staff  
Chief, Procurement Division

FROM:   
Chief, Information & Management Support Staff

SUBJECT: PMS & PD FY-86 Objectives

Bob and Larry:

In our 17 January quarterly review, Hank and John asked that we pass along certain guidance from them pertaining to your FY-86 objectives. I know you've talked with them since then and have agreed to work together on these projects. However, I pass along the following in case any of these were not discussed specifically in your meeting:

a. Directorate-level PMS-2 (inspecting decentralized contracting team transactions). You need to develop a game plan (i.e., who and when) on these inspections.

b. Directorate-level PMS-3 (goals for increasing competitive procurements). Should be "desirable" instead of "nice-to-have."

c. Directorate-level PMS-6 (procurement handbook for the layman). This is the only one of PMS' that is designated as an "image" objective. As you know, Hank had asked for 2 from each division and staff: 1 procedural and 1 communications. Let us know if one of your others is image-related.

d. Directorate-level PD-2 (contract-settlement backlog). Larry, be prepared to discuss at your next bi-weekly.

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f. Office-level PD-5 (PD visitation program). Should be "essential" instead of "desirable." This one will be monitored very closely.

g. All PMS & PD objectives. Bob, you and Tom should discuss these at your next bi-weekly.

ADMINISTRATIVE - INTERNAL USE ONLY

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Image Objectives

FROM:

C/IMSS/OL

EXTENSION

NO.

DATE

28 JAN 1986

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. C/HOME/OL  
3E14 Headquarters

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Attached is a copy of a note to C/PD/OL and C/RECD/OL, along with a copy of [redacted] note requesting a formal quality control vehicle which measures your responsiveness and inclusion of this as one of your MBOs.

Your Office-Level MBO #8 seems to meet the criteria in John's note and you are not being asked to submit another MBO. However, please make a note that paragraph e of John's note requests that the monthly examinations of the results be compiled into an annual report to the D/L. A reminder will be sent to you when this report is due.

Attachments  
As stated

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Image Objectives

FROM:

C/IMSS/OL

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3E14 Headquarters

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Attached is a copy of a note to C/PD/OL and C/RECD/OL, along with a copy of [redacted] note requesting a formal quality control vehicle which measures your responsiveness and inclusion of this as one of your MBOs.

Your Office-Level MBO #11 seems to meet the criteria in John's note and you are not being asked to submit another MBO. However, please make a note that paragraph e of John's note requests that the monthly examinations of the results be compiled into an annual report to the D/L. A reminder will be sent to you when this report is due

Attachments  
As stated



ADMINISTRATIVE - INTERNAL USE ONLY

22 January 1986

NOTE FOR: Chief, Personnel & Training Staff

FROM:   
Chief, Information & Management Support Staff

SUBJECT: P&TS FY-86 Objectives

Hank:

Our 17 January briefing for the D/L and DD/L resulted in this guidance from them concerning your objectives for FY 86:

a. P&TS #1 (formal schedule of briefings for OL careerists on personnel matters). You need to get started with these briefings.

b. P&TS #3 (updating handbook for Evaluation Panel members). Change from "desirable" to "essential."

c. P&TS #4 (developing an automated data base for training information). Change from "nice-to-have" to "desirable."

d. All. As you know, Hank had asked for 2 "image" objectives from each division and staff: 1 procedural and 1 communications. Do you consider any of yours (either Directorate- or Office-level) image-related? If so, we'll mark them accordingly.

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